**Present**: Heather Davis Schmidt, Linda Simon, Andrea Schuelter, Barb Rasmussen, Dave Rott, Jackie Smith, Molly Iverson, Nicole Schreckendgust, Sarah Conkle, Shannon Fiebelkorn, Stacey Rossmiller, Tracy Ursery.

**Absent:** Amy Smart,Carl Thornblade, Catherine (Carrie) Sweatland, Leon Slater, Michelle Thornblade, Susie Mueller.

1. Brief overview of committee and process; Heather Davis Schmidt.

While the district does have specific allergy procedures in place and we recognize that some revisions may be needed to catch up to current procedures as well as we have had requests to discuss how to improve current procedures. The last multi-disciplinary committee study was in 2002; many but not all recommendations were put into effect then. This committee is a cross section of parents of students with life threatening allergies of various ages and parents of students without allergies and /or hold various school positions represented. There are currently 3 meetings scheduled this spring; we hope to have consensus on priorities for change and realistic anaphylaxis management plan for school procedures. The notes, resources etc. will be posted on WIKI and there is the possibility of needing to finish in the fall.

1. Committee members paired off and did the following with the other person;
   1. Introduce self and note why they volunteered and what perspective they offer to the group
   2. Share the following “homework” questions with each other.
      1. What changes in managing their own allergies did you notice in the children and their parents as the child grew older?
      2. What was the most striking fact, concept of issue for you from the documentary?
2. Committee members then introduced their partner to the whole group and shared answers as noted below.

*What changes in managing their own allergies did you notice in the children and their parents as the child grew older?*

* more comfortable w/ increasing age-
* more aware of surroundings
* ability to independently manage w/ age
* self-advocacy
* Parents step back
  + kids read own labels
  + more peer involvement
* kids assume more responsibility & management with increased age
* With increased age children become less concerned but parents become more concerned
* Increased issues with dating
* Parents & physicians educate children toward independent management

*What was the most striking fact, concept of issue for you from the documentary?*

* No Epipens (apparently) on hand (in school situation
* Stats 50% of anaphylaxis occurs out of home / 50% at home (most noted)
* Importance of education
* hard to watch
* importance of immediate Epi/911

1. Linda used a PowerPoint to present past and present MCPS allergy procedures as well as several changes in process now. ( See PowerPoint on Wiki)
2. The group brainstormed their concerns (after reviewing the CDC Voluntary Guidelines previously and now comparing those with current MCPS procedures). See below for a listing.

CONCERNS

* Awareness of student’s allergy (or lack of. Do ALL KNOW?
* Communication to everyone
* who needs to know
* What do they need to know
* Easy to use?
* Field Trips
* Safe tables @ lunch
  + Do parents of other allergic students need to know/ consider allergies of other students @ table
* Peer education (need for)
* No Sharing enforcement
* Recognition of allergens in classroom setting
* Lack of time for training & being trained and a system for training
  + Training for lunch duties
  + Training for ALL staff
    - -subs
    - -parent volunteers
  + Supervision / trained staff
    - -@lunch / walk to read, etc.

* Being 100% prepared
* Food service serving PB & J
* Consistency ( or lack of)
* No having well practiced systems
* Need to achieve balanced approach with varying parents
* Need for Social / emotional / behavioral wellness of students
* Need for Black & white step by step procedures for staff to follow

1. The group then brainstormed barriers to fully addressing the concerns listed.

BARRIERS

* subs (of all kinds) – time to review/ know 504 plans
* Q does not talk w/ food service software
* Cost/ location/ of epipen security
* recognition of symptoms
* staff time
* trainers availability
* new hires
* updating training
* Balancing student privacy w/ safety needs
* developmental age
* supervision - #’s of staff
* staff willingness / attitudes
* ignorance
* parent

1. The group then identified what they considered to be their largest concern(s) and what the most significant barrier (s) are by placing 4 colored stickers next to their concern/barrier.
2. The priority concerns were determined to be centered on communication and training needs.
3. The priority/most difficult barriers were #1 recognition of symptoms and tied for #2 were substitute’s ability to review plans (Anaphylaxis/504) and supervision r/t number of staff.
4. Next steps discussed:
   1. Linda will post relevant policies ( allergies and medication) on Wiki
   2. Linda will post meeting notes on Wiki.
   3. The group did not identify any particular outside information needed or additional members missing.
   4. Next meeting is April 22nd 4-6 pm, Room 21 6th Street Ad building.
   5. Bring solutions and ideas regarding communication and training.